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DDA 84-0046/26

6 July 1984



MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 6 July 1984

1. Progress report on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

a. Contracts have been awarded to Glen Industrial Communications, Inc. for the installation of CCTV cameras, parking controls, and guard booths at Ames, Key, and Chamber of Commerce Buildings. This is part of our security enhancement program at these three outlying buildings.

b. New Building:

(1) National Capital Planning Commission gave final approval to all the site and building designs. The Agency will present Route 123 road improvements for review when the design is agreed to.

(2) GSA awarded the construction contract on Bid Package No. 3, Power House Modifications, to MCI Construction, Inc. The cost is \$15,899,491.

(3) The hydraulic barricade at Route 123 entrance to the Headquarters Compound has been installed. Work continues on the GW Parkway entrance.

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d. OP has initiated a regulatory change to provide (1) payment of inpatient hospitalization costs for the families of approximately 130

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Third Country National employees and, (2) outpatient medical costs incurred at military hospitals for all Agency employees who are U.S. citizens regardless of cover. These changes will represent a significant increase in benefits.

e. In the spirit of planning ahead, OP received a request from an employee for a retirement estimate for the year 2000.

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g. A significant reduction of hard copy message requirements has taken place as a result of the SAFE and APARS (Automatic Printing and Reproduction System) enhancements. For example, through April 1984, APARS used approximately 2.5 million sheets of paper per month. Since May 1984, this has been reduced to approximately 1.6 million sheets per month.

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j. On 29 June the Air Force finished reviewing a number of National Intelligence Estimates (NIE) on the South Asia area. This review project started in 1981 and consisted of 370 NIEs. There are only a half dozen miscellaneous NIEs remaining to be reviewed. All the NIEs were considered declassifiable by the Agency but needed concurrences from the entire Intelligence Community.

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m. The Information Science Center at OTE has been redesignated as the Information Systems Training Division. This retitling is consistent with the training activities of the Division and will remove the potential confusion with ODP's proposed Information Service Centers.

3. Significant activities anticipated during the coming week:

On Tuesday morning, 10 July, the DDA will address the Department of State Office of Foreign Buildings Commission on Standards/Overseas Housing Advisory Panel at the Office of Foreign Buildings in Rosslyn.

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Harry E. Fitzwater

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